

Appendix B

DRAFT

Commonwealth of Virginia
Database Index Reporting Form

1. Public Body Name & Numeric Code: Virginia Department of Social Services 765	4. Point of Contact: Richard Martin
2. Database Title: Virginia Refugee Management Information System	5. Phone Number: 804/692-1825
3. Database Acronym: VARMIS	6. Signature & Date:
7. Database Description and Contents: <i>(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</i> Utilized for refugee management systems for case management and services provided	
<i>Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i>	
8. Date of Last Update:	9. Frequency of Update: <input type="checkbox"/> Daily, <input type="checkbox"/> Weekly, <input type="checkbox"/> Monthly, Other:
10. Formats Available and Schedule of Fees: <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i> a. <u>Format</u> b. <u>Cost</u>	

Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97